

Boundary and Annexation Survey (BAS)

SDC Annual Conference

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U.S. Census Bureau

Agenda

- **Boundary and Annexation Survey (BAS)**
 - BAS Overview
 - American Community Survey (ACS) and Population Estimates Program (PEP)
 - Why is BAS important and who should respond?
 - BAS Annual Response
 - BAS Schedule
 - What's new in 2016 BAS!
 - Participation Methods (Digital BAS, GUPS, Paper Maps)
 - State and County Agreements
 - State Certification
 - Geographic Partnerships website (emphasis on BAS)
- **Boundary Quality Assessment and Review Project (BQARP)**

Boundary and Annexation Survey (BAS)

Boundary and Annexation Survey (BAS)

- Annual, voluntary survey to collection legal status and boundary updates for tribal, state, and local governments.
- Boundary updates submitted as part of the BAS must be legally in effect on or before January 1st of each BAS year.
- Boundary updates submitted March 1st are reflected in the American Community Survey and Population Estimates data.
- Boundary updates submitted by May 31st are reflected in the following year's BAS materials (digital files and paper maps)

Boundary and Annexation Survey (BAS)

- Governmental Units (GUs) included in the BAS:
 - Counties
 - Minor Civil Divisions (MCDs)
 - Incorporated Places
 - Consolidated Cities (e.g. Louisville/Jefferson County)
 - American Indian reservations and federally recognized off-reservation trust lands

Boundary and Annexation Survey (BAS)

- Why do we conduct the BAS?
 - Ensure that population and housing counts are assigned to the correct geography in all Census Bureau products.
 - Support the Office of Management and Budget (OMB) Circular No. A-16
 - Collecting and maintain boundaries for legal areas
 - Geo.data.gov
 - The National Map (<http://nationalmap.gov/>)
 - Present statistics for various censuses and surveys:
 - American Community Survey (ACS)
 - Population Estimates Program (PEP)
 - Economic Census
 - Decennial Census Programs

American Community Survey (ACS)

- A monthly nationwide survey providing communities with a fresh look at how they are changing.
- Collects and produces population and housing information every year.
- The ACS reports data for legal areas and some statistical areas, using the most recent boundary information from the BAS.
- The ACS releases demographic, housing, social, and economic data for smaller communities and statistical areas for 5-year period estimates.
- <http://www.census.gov/acs/www/>

Population Estimates Program (PEP)

- Re-tabulates the most recent decennial census results in the current year's geography to update the Census Bureau's official population estimates.
- Uses boundary information collected during the BAS.
- <http://www.census.gov/popest/estimates.html>

Boundary and Annexation Survey (BAS)

- Why should governmental units respond to the BAS?
 - Local officials know their geography best
 - State, county, city, and tribal areas will all benefit from a more accurate data tabulation
 - The BAS has implications for the allocation of federal funds, and in some states, state funds as well
 - Provides important information for community planning and decision-making

Boundary and Annexation Survey (BAS)

- How does the Census Bureau determine the BAS contact?
 - Local officials tell us.
 - A local government employee responding to the BAS for consecutive years will be assigned as the BAS contact.
 - If we have not received a BAS response for several years, we will attempt to establish a contact in either the local planning or GIS department.
 - The State Data Center (SDC) provides contact updates to the Census Bureau during the telephone follow-up phase of BAS.
 - If contact cannot be established, the BAS materials are mailed to the Highest Elected Official (HEO).
 - For federally recognized tribes, the BAS materials are mailed to the Tribal Chairperson unless the tribe provides another contact.

Boundary and Annexation Survey (BAS)

- **Annual Response:**
 - Annual response letters emailed to BAS contacts for all governmental units in December.
 - Respondents provide updates to the HEO/BAS contacts and indicate whether or not they have boundary changes to report.
 - PDF maps, shapefiles, and forms are available on the BAS website.

Start to type in your BASID or Entity name and choose your entity from the list. Be careful to choose the correct entity as some names are common. Once you choose the BASID or Entity Name it locks it. If you need to change the BASID or Entity Name click the Unlock ID link to enter a new BASID or Entity Name.

* BASID: * Entity Name:

Your BASID is available in the [BAS Codes List](#)

1. HEO(Highest Elected Official)/TC(Tribal Chair) Contact:

* First Name: MI: * Last Name:

In order to standardize the HEO data, we have included drop down values for the Department Name and Position fields based on the state and entity type. We have not included interim, temporary, or acting positions so please just choose main position for the HEO. If you feel a Department Name or Position needs to be included in our drop down list, email geo-bas@census.gov

* Department Name: Do not include numbers, punctuation or special characters.

* Position: Do not include numbers, punctuation or special characters.

* Elected Position?: Term Expires (mm/yyyy): Election Cycle Term:

* Shipping Address:

* City: * State: * Zip:

* Phone: (xxx-xxx-xxxx) Extension: Fax: (xxx-xxx-xxxx)

* E-mail:

2. BAS Contact:

* First Name: MI: * Last Name:

* Department Name: Do not include numbers, punctuation or special characters.

* Position: Do not include numbers, punctuation or special characters.

* Shipping Address:

* City: * State: * Zip:

* Phone: (xxx-xxx-xxxx) Extension: Fax: (xxx-xxx-xxxx)

* E-mail:

Annual Response

Select appropriate box in Section 3 to notify the Census Bureau if your government has boundary changes to report. If you only have contact updates you do not need to complete section 3.

[Please review BAS materials on the BAS website.](#)

3. Annual Response (Please select one box below):
(Please select ONE box below)

☐ Our government DOES NOT HAVE boundary changes to report.
Our government HAS boundary changes to report:

☐ We will download shapefiles and submit digital files following submission methods on the BAS website.

☐ Please send the Geographic Update Partnership Software (GUPS) on DVD.

Please send paper materials. Refer to http://census.gov/geopartnerships/bas/bas_details.html before making your paper selection.

☐ Paper Maps-Boundary Ring Sheets Only

☐ Paper Maps-All Sheets

2016 BAS Schedule

Activity	Date(s)
Annual Response information emailed	December 2015/January 2016
Annexations must be effective by this date in order to be processed	January 1, 2016
Deadline for BAS submission to be included in Population Estimates Program and the American Community Survey	March 1, 2016
State Data Center non-response follow up	March/April 2016
Deadline for BAS submission to be reflected in 2017 BAS Materials	May 31, 2016

2016 BAS – What's New?

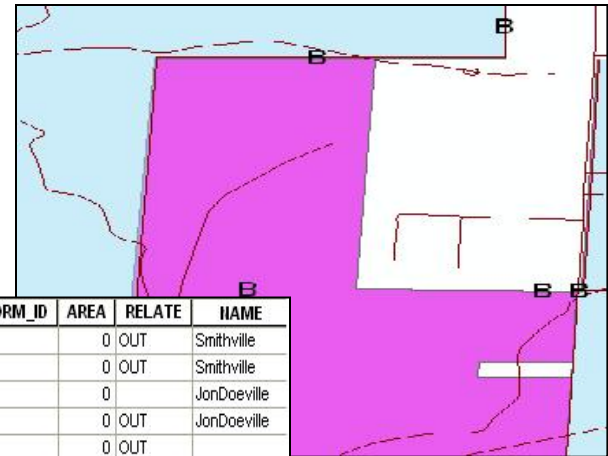
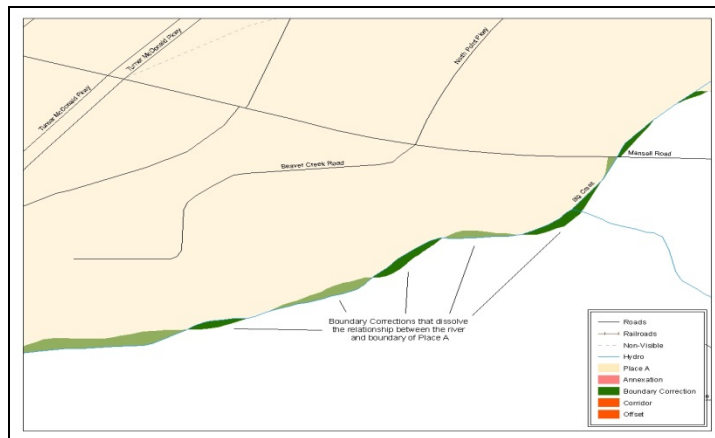
- The return of BAS paper maps
 - Minor design updates
 - PDFs available online
- SWIM and BAS Videos (similar to 2015)
- Redistricting Data state contacts may submit boundary corrections for reconciliation with BAS contacts (2016 and 2017 BAS)
- Research and redesign of the BAS forms (coming in 2017 BAS)
- Retirement of the MAF/TIGER Partnership Software (MTPS) and the start of the Geographic Update Partnership Software (GUPS) tool.



2016 BAS - Participation Methods

■ Digital BAS

- Designed to accept submissions from experienced users of Geographic Information Systems (GIS) who have the ability to modify Census Bureau spatial data
- Spatial data provided in GIS shapefile format
- Goal is to provide governmental units the option to use a GIS to create BAS submission files and electronically submit the files to the Census Bureau



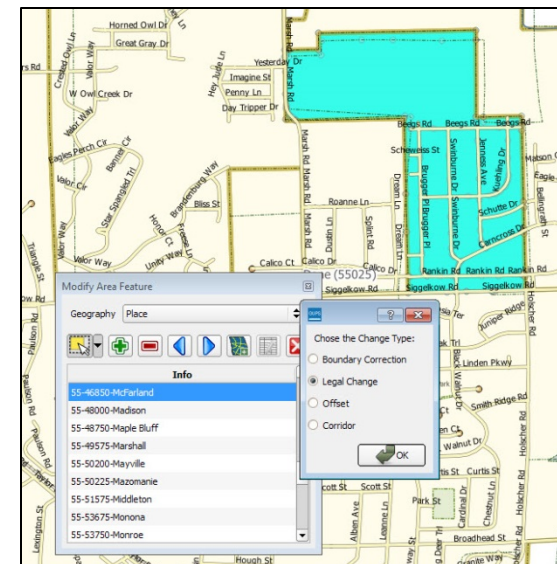
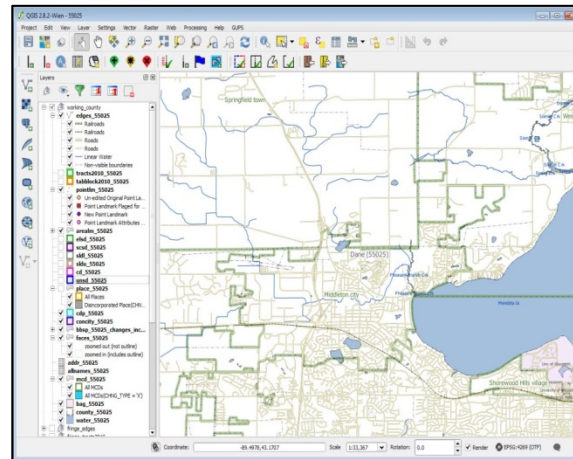
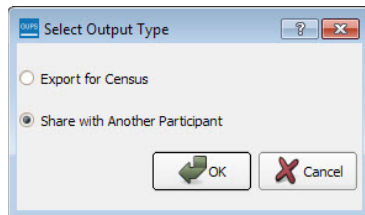
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B	<Null>			0	OUT	Smithville
A	<Null>			0		JonDoeville
B	<Null>			0	OUT	JonDoeville
B	<Null>			0	OUT	
B	<Null>			0	OUT	
A	<Null>			0		Stevensville
B	<Null>			0	OUT	JonDoeville

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U.S. CENSUS BUREAU
census.gov

- **GUPS**

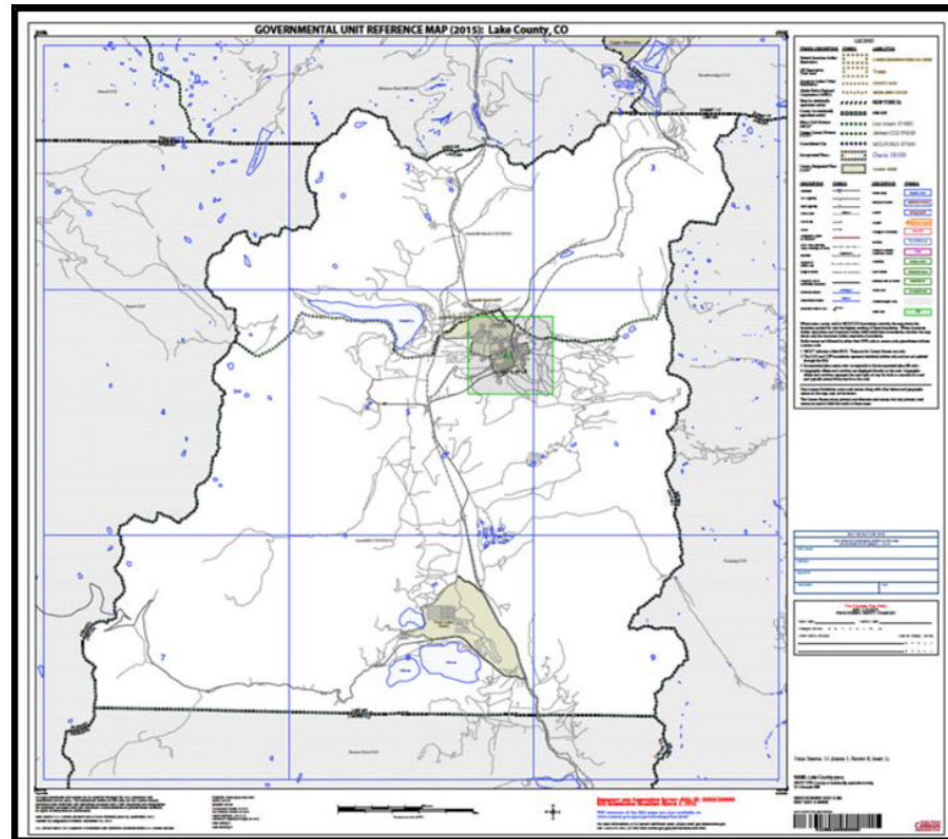
- GUPS is based on an open-source platform know as QGIS. It is a customized geographic information system (GIS) provided by the Census Bureau. GUPS is tailored to meet the needs of those without extensive GIS experience and replaces the MAF/TIGER Partnership Software (MTPS) previously used in BAS.



2016 BAS - Participation Methods

■ Paper

- Paper BAS is designed for participants who prefer to update their boundary and attribute information on paper maps. Participants annotate their boundary, feature, and attribute changes on Census Bureau-provided paper maps



BAS State Agreements

- Available to states that mandate local governments report boundary updates to the state government.
- Under this agreement, states report to the BAS by:
 - Submitting all boundary updates in the state, OR
 - Submitting a list of entities that had boundary updates.
- State participation improves the BAS process in the following ways:
 - Reduces duplication of effort in collecting information
 - Reduces the burden on local governments
 - Improves the completeness of the boundary data collected in a given year

BAS County Agreements

- The county government responds to the BAS for governmental units within their jurisdiction.
- County agreement does not require every entity to sign on
- County participation improves the BAS process by:
 - Reducing the burden on local governments
 - Improving the completeness of the reported boundary data

BAS State Certification

- A program for state governments to review information that local governments reported during previous BAS years
 - Legal boundary changes (annexations and deannexations)
 - Function status of governments
 - Legal names of governmental units
- The current year state certification reports information collected during the previous BAS year
 - Example: 2016 State Certification reports information collect during the 2015 BAS

BAS State Certification – Why?

- Verify that legal boundary changes and governmental unit status changes reported to the BAS are legal.
- Maintain the accuracy and completeness of boundary information:
 - The Census Bureau is responsible for collecting and maintaining correct legal boundary information.
 - Verify that MAF/TIGER matches what is in each state's records
- Verify the attribute information submitted during the BAS is correct:
 - Ordinance numbers
 - Effective dates
 - Authorization types

BAS State Certification – State Laws

- The extent of State Certification varies depending on each state's laws for incorporations/disincorporations and boundary changes.
- Some states have strong state laws requiring local governments to report their boundary changes to the state government:
 - The state contact has the authority to request that the Census Bureau edit or delete changes submitted during BAS.
- In states without such provisions, the Census Bureau will not edit or revert changes without conferring with the local government.

BAS State Certification – Missing Annexations and Reversals

- In strong law states, the state contact may notify the Census Bureau of any missing or illegal boundary changes:
 - The local entity is sent a discrepancy letter describing the issue
- For boundary changes missing from the Census file:
 - The entity may simply report the missing boundary change to the BAS
- For boundary changes flagged as invalid by the state:
 - The entity is responsible for resolving the discrepancy with the proper state authority.
 - After resolving the issue, the entity may submit the valid boundary change to the BAS.

Legal Disputes

- If it comes to our attention that an area of land is in dispute between two or more jurisdictions, we will not make boundary changes until the parties come to a written agreement, or there is a documented final court decision regarding the matter/dispute.

BAS Website

- **BAS Website:** Contains BAS program information, schedule, BAS maps and shapefiles, BAS forms, etc:

<http://www.census.gov/geo/partnerships/bas.html>

The screenshot shows the U.S. Census Bureau website. The top navigation bar includes links for Topics, Geography, Library, Data, Surveys/Programs, Newsroom, and About Us. A search bar is located on the right. Below the navigation bar, the page title is "Geography" and the breadcrumb trail is "You are here: Census.gov > Geography > Partnerships > Boundary and Annexation Survey". The main content area is titled "2016 Boundary and Annexation Survey (BAS)". It includes a paragraph explaining the survey and a list of quick links. On the left, there is a sidebar with a "Partnerships" section containing links to "Partnerships Main Page", "American Indian and Alaska Native Programs", "Boundary and Annexation Survey", "Federal Register Notices", "School District Review Program", "2010 Participant Programs", and "2000 Participant Programs". The main content area lists several quick links: "What's New?", "Review BAS Materials", "Report 'No Change' After Review of Materials", "Submit Contact Information Changes or Request a SWIM Token", "Report BAS Changes", and "BAS Tutorial Videos and Webinar Information". Below these, there are two columns of links: "Annual Response", "Schedule", "Response Methods", "Download Respondent Guides", "Download Maps and Shapefiles", "GUPS Installation and Data Download Instructions", "State Agreements", "County Consolidation Agreements", "State Certification", "Incorporations, Mergers, Consolidations and Disincorporations", "BAS Codes", "Legal Boundary Change/Annexation Data", and "BAS 2014 Suspension Information". At the bottom, there are links for "Related Program Links", "Frequently Asked Questions (FAQs)", "Contact Information", and "Subscribe to BAS Email Updates". A footer note explains the PDF icon and the non-government website link icon.

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Partnerships

- Partnerships Main Page
- American Indian and Alaska Native Programs
- Boundary and Annexation Survey
- Federal Register Notices
- School District Review Program
- 2010 Participant Programs
- 2000 Participant Programs

2016 Boundary and Annexation Survey (BAS)

The U.S. Census Bureau conducts the Boundary and Annexation Survey (BAS) annually to collect information about selected legally defined geographic areas. The BAS is used to update information about the legal boundaries and names of all governmental units in the United States. The Census Bureau uses the boundary information collected in the BAS to tabulate data for the decennial and economic censuses, and annual estimates and surveys such as the [Population Estimates Program](#) and the [American Community Survey](#).

Click on a title below to expand the section and read more information or select one of the quick links below.

- + What's New?
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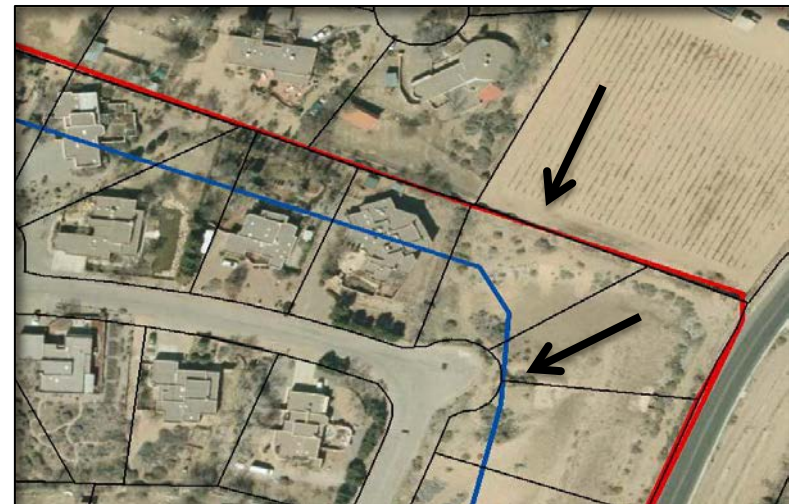
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Boundary Quality Assessment and Review Program (BQARP)

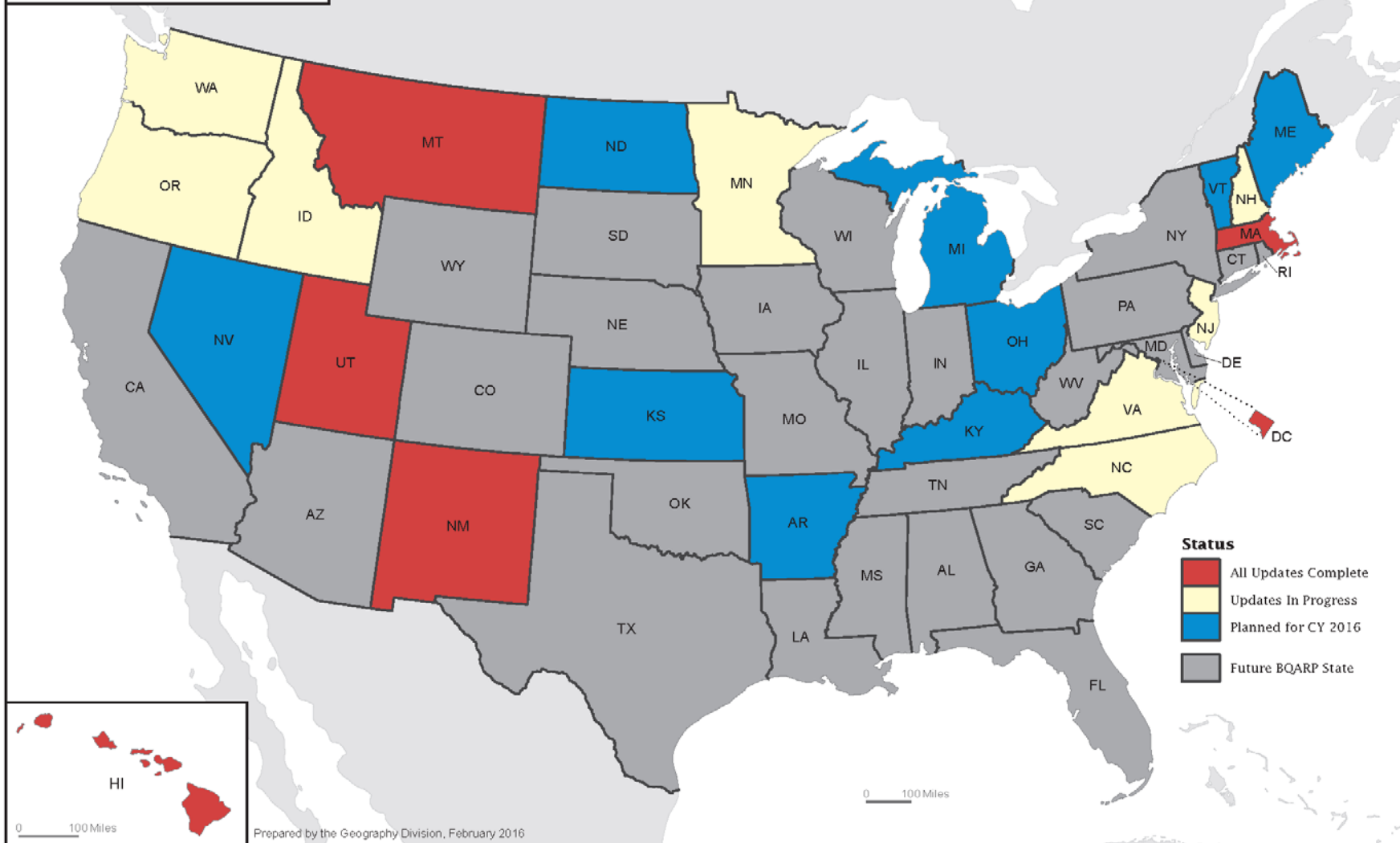
BQARP

- Pilot project comparing locally sourced data to adjust Census Bureau boundaries, where necessary
- Coordinating efforts with state partners
 - **North Carolina:** Worked with state to acquire surveyed county boundaries
- Improving the spatial quality of legal and administrative boundaries within the MAF/TIGER System
 - Establish spatial accuracy for each boundary section
 - Lock boundaries in place to avoid changes without legal documentation
- Accurate legal boundaries will improve the quality of demographic statistics and assure that subsequently funding and fund allocation through the Census Bureau counts are accurately distributed





Boundary Quality Assessment and Reconciliation Project (BQARP)
Program Status as of February 2016



Questions?

Contact Us

Email: geo.bas@census.gov

Phone: 1-800-972-5651 (toll free)

Alternate: 1-301-763-1099